

## Historic, archived document

Do not assume content reflects current scientific knowledge, policies, or practices.



# United States Department of Agriculture,

OFFICE OF EXPERIMENT STATIONS—Circular No. 56.

A. C. TRUE, Director.

## CONSTITUTION OF THE ASSOCIATION OF AMERICAN AGRICULTURAL COLLEGES AND EXPERIMENT STATIONS, AS AMENDED AT THE SEVENTEENTH ANNUAL CONVENTION OF THE ASSOCIATION, WASHINGTON, D. C., NOVEMBER 17-19, 1903.

### NAME.

This Association shall be called the Association of American Agricultural Colleges and Experiment Stations.

### OBJECT.

The object of this Association shall be the consideration and discussion of all questions pertaining to the successful progress and administration of the colleges and stations included in the Association, and to secure to that end mutual cooperation.

### MEMBERSHIP.

(1) Every college established under the act of Congress approved July 2, 1862, or receiving the benefits of the act of Congress approved August 30, 1890, and every agricultural experiment station established under State or Congressional authority, the Bureau of Education of the Department of the Interior, the Department of Agriculture, and the Office of Experiment Stations of the last-named Department, shall be eligible to membership in this Association.

(2) Any institution a member of the Association in full standing may send any number of delegates to the meetings of the Association. The same delegate may represent both a college and a station, but shall vote in only one section and shall cast only one vote in general sessions. Other delegates may be designated by any institution to represent it in specified divisions of the sections of the Association, but such delegates shall vote only in such divisions, and no institution shall be allowed more than one vote in any sectional meeting.

(3) Delegates from other institutions engaged in educational or experimental work in the interest of agriculture or mechanic arts may, by a majority vote, be admitted to conventions of the Association, with all privileges except the right to vote.

(4) In like manner, any person engaged or directly interested in agriculture or mechanic arts who shall attend any convention of this Association may be admitted to similar privileges.

### SECTIONS.

(1) The Association shall be divided into two sections: (a) A section on college work and administration, (b) a section on experiment station work.

The section on college work and administration shall be composed of the presidents or acting presidents of colleges and universities represented in the Association, or other representatives of such institutions duly and specifically accredited to this section, and no action on public and administrative questions shall be final without the assent of this section.

The section on experiment station work shall be composed of the directors or acting directors of experiment stations represented in the Association, or of other representatives of such stations duly and specifically accredited to this section.

(2) Members of these two sections (and no others) shall be entitled to vote both in general sessions and in the section to which they respectively belong.

The representative appointed by the U. S. Bureau of Education shall be assigned to the section on college work and administration; the representative of the Office of Experiment Stations to the section on experiment station work; and the representative of the U. S. Department of Agriculture to either section as he may elect and the section by vote authorize; but such election once made and authorized may not be changed during the sessions of a given convention.

Each section may create such divisions as it may from time to time find desirable, and shall elect its own chairman and secretary for sectional meetings whose names shall be reported to the Association for record.

(3) Each section shall conduct its own proceedings, and shall keep a record of the same, and no action of a section, by resolution or otherwise, shall be valid until the same shall have been ratified by the Association in general session, and in the case provided for in the foregoing paragraph (1) shall also have been approved by the section on college work and administration.

#### MEETINGS.

(1) This Association shall hold at least one meeting in every calendar year, to be designated as the annual convention of the Association. Special meetings may be held at other times, upon the call of the executive committee, for purposes to be specified in the call.

(2) The annual convention of the Association shall comprise general sessions and meetings of the sections, and provision shall be made therefor in the programme. Unless otherwise determined by vote, the Association will meet in general session in the forenoons and evenings of the convention and the sections in the afternoons.

#### OFFICERS.

(1) The general officers of this Association, to be chosen annually, shall be a president, five vice-presidents, a bibliographer, and a secre-

tary, who shall also be treasurer; and an executive committee of five members, three of whom shall be chosen by the section on college work and administration, and two by the section on experiment station work: *Provided, however,* That a member chosen by either section need not be a member of that section. The executive committee shall choose its own chairman.

(2) Each section shall, by ballot, nominate to the Association in general session for its action, a chairman and a secretary for such action.

(3) The president, vice-presidents, secretary, and bibliographer of this Association shall be elected by ballot upon nomination made upon the floor of the convention, and shall hold office from the close of the convention at which they are elected until their successors shall be chosen.

(4) Any person being an accredited delegate to an annual meeting of the Association, or an officer of an institution which is a member of the Association in full standing at the time of election, shall be eligible to office.

#### DUTIES OF OFFICERS.

(1) The officers of the Association shall perform the duties which usually devolve upon their respective offices.

(2) The president shall deliver an address at the annual convention before the Association in general session.

(3) The executive committee shall determine the time and place of the annual conventions and other meetings of the Association, and shall, between such conventions and meetings, act for the Association in all matters of business. It shall issue its call for the annual conventions of the Association not less than sixty days before the date on which they are to be held, and for special meetings not less than ten days before such date. It shall be charged with the general arrangements and conduct of all meetings called by it. It shall designate the time and place of the convention; it shall present a well-prepared order of business—of subjects for discussion—and shall provide and arrange for the meetings of the several sections. The subjects provided for consideration by each section at any convention of the Association shall concentrate the deliberations of the sections upon not more than two lines of discussion, which lines as far as possible shall be related. Not more than one-third of the working time of any annual convention of the Association shall be confined to miscellaneous business.

#### FINANCES.

At every annual convention the Association, in general session, shall provide for obtaining the funds necessary for its legitimate expenses, and may, by appropriate action, call for contributions upon the several institutions eligible to membership; and no institution shall be entitled to representation or participation in the benefits of the Association

unless such institution shall have made the designated contribution for the year previous to that in and for which such question of privilege shall arise, or shall have said payment remitted by the unanimous vote of the executive committee.

#### AMENDMENTS.

This constitution may be amended at any regular convention of the Association by a two-thirds vote of the delegates present, if the number constitute a quorum: *Provided*, That notice of any proposed amendment together with the full text thereof and the name of the mover, shall have been given at the next preceding annual convention and repeated in the call for the convention. Every such proposition of amendment shall be subject to modification or amendment in the same manner as other propositions, and the final vote on the adoption or rejection shall be taken by yeas and nays of the institutions then and there represented.

#### RULES OF ORDER.

(1) The executive committee shall be charged with the order of business, subject to special action of the convention, and this committee may report at any time.

(2) All business or topics proposed for discussion and all resolutions submitted for consideration of the convention shall be read and then referred, without debate, to the executive committee, to be assigned positions on the programme.

(3) Speakers invited to open discussion shall be entitled to twenty minutes each.

(4) In general discussions the ten-minute rule shall be enforced.

(5) No speaker shall be recognized a second time on any one subject while any delegate who has not spoken thereon desires to do so.

(6) The hours of meeting and adjournment adopted with the general programme shall be closely observed, unless changed by a two-thirds vote of the delegates present.

(7) The presiding officer shall enforce the parliamentary rules usual in such assemblies and not inconsistent with the foregoing.

(8) Vacancies which may arise in the membership of standing committees by death, resignation, or separation from the Association, of members, shall be filled by the committees, respectively.

Recommended for publication.

A. C. TRUE, *Director*.

Publication authorized.

JAMES WILSON,

*Secretary of Agriculture.*

WASHINGTON, D. C., *December 10, 1903.*